



Town of Rowe
Board of Selectmen Minutes
Thursday, December 10, 2020 –5:00 p.m.
VIA TELECONFERENCE

Meetings normally held at the Municipal Offices are being held remotely, with adequate, alternative means of public access and, where required, public participation provided, in accordance with the Governor's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, M.G.L. c.30A § 20.

Board of Selectmen: Chair Charles Sokol, Selectman Ed Silva, Vice-Chair Joanne Semanie
Staff: Janice Boudreau, Executive Secretary, Paul McLatchy III, Administrative Assistant to the Boards, Police Chief Julie Shippee, Police Officer C. Selmi Hyytinen, Highway Superintendent Larned
Audience: Laurie Scarbrough, Transportation Planning Engineer (FRCOG), Rosie Gordon

Call to Order: Chair Sokol called the meeting to order at 5:00 P.M.

Roll Call Vote: Chair Sokol- yes Ed Silva- yes Vice-Chair Semanie- yes (Vote: 3-0-0)

Announcement of recording devices: one
Noteworthy Announcements (as needed): None

Selectboard Business:

Appointment:

5:00 – Laurie Scarbrough, Transportation Planning Engineer
Observations & Recommendations for Road Safety Follow up

The Board of Selectmen reviewed the report from Franklin Regional Council of Governments (FRCOG) Transportation Planning Engineer Laurie Scarbrough. She presented a report, 'Observations and Recommendations for Curve Safety' along with traffic counts for a several days for Zoar Road, speed records and the type of traffic and explained the process for collecting data. Ms. Scarbrough recommended the following:

- recommended signs for 30 mph be placed at the area known as Joe King Hill area and they be warning signs as an advisory speed.
- replace signs for nighttime visibility and upgrade for more retro reflectivity
- put a sign management plan in place every year to schedule upgrades to be brought up to standards
- Speed Limits: there are 3 types of statutory-
 - 30 mph in thickly settled areas
 - 40 mph in other areas
 - 20 mph in elementary school area
- Speed Limits: regulatory

- more enforceable by first having a formal speed study
- study then sent to MassDOT with specifics and then speed limit recommendations
- Once the study is completed and filed with MassDOT the town would then have the responsibility to put up signs and could be enforced
- regulatory are more enforceable
- could be done in phases and target certain areas, does not need to be town wide

Police Officer Hyytinen said that he did not think the townspeople wanted signage on the roads, that they like having few signs and questioned the cost of the signs. In addition, they expressed concern with just posting on one road, that they will not be able to enforce tickets in town in other roads.

To summarize, Chair Sokol said we need to find out:

- find out what the town is required to do
- where retroreflective signage is lacking is risk to the town
- what we may be required to do if we put up signage in one area and whether it would have input in enforcing speed limits if other areas are not addressed.

Ms. Scarbrough said that you did not have to put up signs for speed limits signs unless the regulatory speed had been formally established with MassDOT and was gone. And Ms. Scarbrough will research and confirm. The question is, apart from safety concerns, why you would replace/add signage what the liability of the town or there is are areas where there are complaints and/or history of crashes. Ms. Scarbrough further advised that it is a good idea to be proactive where safety issues are concerned. She would provide the cost for an engineering study and scope and recommendations for funding sources.

Laurie Scarbrough, Superintendent Larned, Chief Shippee and Officer Hyytinen left the meeting at 5:55p.m.

Minutes:

1. Minutes of November 24, 2020- Covid Group:

MOTION TO APPROVE: Chair Sokol made a motion to approve the Minutes of Covid-19 Group meetings of November 24, 2020 as presented. The motion was seconded by Vice-Chair Semanie.

Roll Call Vote: Chair Sokol- yes Vice-Chair Semanie- yes (Vote: 2-0-1)
Ed Silva- abstained from the vote.

2. Minutes of November 23, 2020:

MOTION TO APPROVE: Chair Sokol made a motion to approve the Minutes of November 23, as presented. The motion was seconded by Vice-Chair Selectman Silva.

Roll Call Vote: Chair Sokol- yes Ed Silva- yes Vice-Chair Semanie- yes
(Vote: 3-0-0)

Selectboard Business:

New Business:

1. Appointment: Nilman Scholarship Committee Rep for Rowe: Executive Secretary said that Ellynn Packard volunteered to represent Rowe on the Carl Nilman Scholarship Committee.

MOTION TO APPOINT: Chair Sokol made a motion to appoint Ellynn Packard to the Carl Nilman Scholarship Committee. The motion was seconded by Vice-Chair Semanie.

**Roll Call Vote: Chair Sokol- yes Ed Silva- yes Vice-Chair Semanie- yes
(Vote: 3-0-0)**

2. Kings Highway Bridge Contract Revisions: Administrative Assistant McLatchy III said that J.H. Maximillian, Inc. who has nearly completed the King's Highway Bridge replacement project still have a few items to complete in the Spring and they were recently purchased by another company. Maximillian requested a transfer of our contract to its successor.

MOTION TO SIGN: Chair Sokol made a motion to sign the Bridge Replacement Contract IFB#20191205 – Bridge Replacement – Kings Highway Bridge over Pelham Brook Bridge No. R-10-003 to its successor Rifenburg Contracting Corp. The motion was seconded by Vice-Chair Semanie.

**Roll Call Vote: Chair Sokol- yes Ed Silva- yes Vice-Chair Semanie- yes
(Vote: 3-0-0)**

Old Business:

1. Town Operations and Covid Safety Measures: It was noted that DPW had submitted a good plan and Vice-Chair Semanie said the Board of Health was covered by an alternate.
2. Salary and Wage Survey Proposals: Board members reviewed and discussed Wage and Classification proposals by 3 companies which ranged in cost from \$10,000 to \$3,000 to complete. It was decided to speak further with the Finance Committee and perhaps compile our own data.

Contracts/Warrants:

1. Warrant Review: Review Warrants FY21 W012 and FY21 PW12: Vice-Chair Semanie reported that the last Warrant FY21 W12 & FY21 PW12 were fine.
2. MassDOT Standard Contract Form – Ford Hill Bridge Project: Administrative Assistant Paul McLatchy III presented the Board with a MassDOT standard contract for the \$500,000 Small Bridge Grant for the Ford Hill Bridge Replacement. Once this contract is signed the engineering can get underway and possibly be completed by next year.

MOTION TO SIGN: Chair Sokol made a motion to sign the Massachusetts State Contract CT DOT6433 INTFOOXO2021A01135 42 for the Massachusetts Small Bridge Grant for the Ford Hill Bridge Replacement. The motion was seconded by Vice-Chair Semanie.

**Roll Call Vote: Chair Sokol- yes Ed Silva- yes Vice-Chair Semanie- yes
(Vote: 3-0-0)**

3. Chapter 90 Reimbursements- Pond & Leshure Roads: DPW Superintendent submitted Chapter 90 documents for state reimbursements for paving completed last summer on Pond and Leshure Roads. It was noted that the diesel fuel costs came in lower due to earlier timing of the paving.

MOTION TO SIGN: Chair Sokol made a motion to sign the Reimbursement Request for the Paving done on Pond and Leshure Roads for the reimbursement rate amount of \$151,219.49 for the final payment of the project. The motion was seconded by Vice-Chair Semanie.

Roll Call Vote: Chair Sokol- yes Ed Silva- yes Vice-Chair Semanie- yes
(Vote: 3-0-0)

Administrative Office Updates:

- Selectmen reviewed the Executive Secretary Updates presented.
- Executive Secretary reported the following:
 - Hut Project Completed: Executive Secretary reported the hut project for siding and the roof overhang was completed. It was noted everyone was pleased with the results.
 - Door Repair at Town Hall project: Reported completion
 - Safety Complex: Reported working on the keyless security system at the safety complex assigning fobs and pin #s to fire and police personnel
 - Radios: Chief Annear reviewed radios and will be in Rowe soon to make sure they are up and running properly.
 - EMD: Chief Annear said he was going to invite Greg Poehlein to an emergency training with Yankee.
 - Fire Dept. new position: Chief Annear said he has a set of procedures he will be undergoing with 4 candidates for the Fire Dept. position recently advertised and would let us know when the final interview(s) take place to see if the Board wants to be involved.
 - Tree Hearing: A tree hearing request was made, and scheduling was discussed. It was agreed to hold it on January 7, 2021 at 5:00 p.m.
 - Gracy House: White Heating performing winterization at Gracy House on the 18th.
 - Treasurer: Treasurer has balanced the books until June 2020, and it looks like less of an audit will be required.

Unforeseen Business (within preceding 48 hours):

- Selectmen Silva said there are some concerns expressed by several citizens about some clearcutting that had been done in the Stone Hill Road area. He asked about the possibility of considering a bylaw or some restrictions.

Future Meeting(s):

Chair Sokol said the next meeting would be on Monday, November 23, 2020 at 5:00 p.m. Discussion to include: 'Town Procedures Responding to Covid-19', road signs report, and wage and salary follow-up. Selectman Silva said he would like to discuss the Rowe Camp and Conference Center tax exempt status for their rental properties.

Vice-Chair Semanie said a bylaw should be proposed to combine Tax Collector and Treasurer as that is the direction the Board has elected to go in the future.

Adjournment:

MOTION TO ADJOURN: Chair Sokol made a motion to adjourn the meeting at 6:42 p.m.
The motion was seconded by Selectman Silva.

Roll Call Vote: Chair Sokol- yes Ed Silva- yes Vice-Chair Semanie- yes
(Vote: 3-0-0)

Respectfully Submitted,

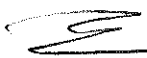
Janice Boudreau, Executive Secretary

Approval Date: JANUARY 7, 2021

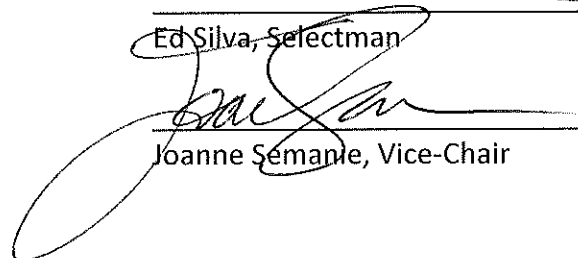
Approved:



Chuck Sokol, Chair



Ed Silva, Selectman



Joanne Semanie, Vice-Chair

Documents:

1. Agenda December 10, 2020
2. Minutes of November 24, 2020 - Covid Group
3. Minutes of November 23, 2020
4. Observations & Recommendations for Road Safety- Transportation Planning Engineer
5. Speed/Class/Count Traffic Data Zoar Road – 2020
6. MassDOT Standard Contract Form – Ford Hill Bridge Project
7. MassDOT Contractor Authorized Signatory Pages
8. State Aid Reimbursable Programs- Reimbursement Request
9. DIJ Proposal for Classification/Compensation Study
10. DIJ Classification & Compensation Study Sample
11. Proposal Collins Center for Public Mgt. – Classification & Compensation Review
12. MRI -Wage & Classification Studies
13. Executive Secretary Updates